

**THE HOPE ACADEMY  
BOARD OF DIRECTORS**

**August 17, 2015**

**MINUTES**

**A meeting of the Board of Directors was held on Monday, August 17, 2015. An agenda was distributed to all present (and made a part of these minutes by reference). Directors in attendance included Hon. Charles A. Lombardi, John Kelly, Amanda McMullen, Bianca Rodriguez, Deana Tineo, Michael Deragon and Matthew Harvey. Staff in attendance included Superintendent Margaret Knowlton, Head of School Raphael Diaz, Tom Conlon and Deborah Malachowski.**

**Call to Order – Chairman Lombardi called the meeting to order at 8:35 a.m. and welcomed the group including one new staff member, Mr. Raphael Diaz who has been hired as the Head of School.**

**Executive Session –Chairman Lombardi asked for a motion to adjourn from public session and enter into executive session. Mr. Kelly made a motion to approve seconded by Mr. Harvey, and the Board convened to Executive Session pursuant to Rhode Island State Laws. –**

**PL 42-46-5(a) (1) Personnel**

**Raphael Diaz, Tom Conlon and Deborah Malachowski were recused from the meeting and did not participate in the subsequent executive session.**

**Public Session – Chairman Lombardi asked for staff members Raphael Diaz, Tom Conlon and Deborah Malachowski to return to the meeting. Mr. Kelly made a motion to seal the Executive Session minutes, seconded by Mr. Harvey and the Board unanimously approved and moved to public session. It should be noted no votes were taken in Executive Session and individuals listed under personnel were notified.**

**Consent Agenda- The Chairman asked if there were any questions regarding the minutes of the May 19, 2015 Board meeting which were previously sent out to the Board members. Hearing none, Chairman Lombardi then asked for a motion to approve the consent agenda.**

**Ms. McMullen made a motion to approve the minutes as presented, Mr. Deragon seconded the same, and the minutes were unanimously approved.**

**Finance Report - Mr. Kelly reviewed the audit bid results in detail explaining the various criteria that was considered including each firm's scope of work and cost proposal(s) and shared the positive references from various area school districts that were**

obtained by Mr. Conlon. Mr. Kelly then recommended to the Board that the firm of Parmelee, Poirier & Associates be engaged as auditors for The Hope Academy for a three (3) year period.

Mr. Deragon made a motion to approve the recommendation as presented, Ms. McMullen seconded the same, and the motion was unanimously approved.

Mr. Conlon provided information regarding the end of year school budget for FY2015. He reported on revenues and expenditures and explained in detail the implementation, planning and operating funds referring to the financial information which was previously sent out to the Board members. A brief discussion ensued regarding future costs of health care, transportation and various reimbursements. Mr. Conlon made note that the strength of the present budget is reflective of good planning prior to The Hope Academy opening in September, 2014.

Facilities Report – Ms. Knowlton updated the Board on the progress of the renovations for The Hope Academy classrooms and administrative area and offered to tour the group after the meeting. Ms. Knowlton also noted she will bring forward the new lease agreement for The Hope Academy and Meeting Street to the next Board meeting.

Head of School Report – Mr. Diaz reported on the kindergarten

readiness program which began today. He explained that he has started making home visits to families enrolled at The Hope Academy in an effort to clarify school expectations and communicate the importance of parental support and involvement. Mr. Diaz answered questions from the Board regarding classroom assignments, implementation of assessment programs and tracking data. He noted that he would like to have students do community work which would provide understanding, vision and implementation of respect for others.

Superintendent Report – Ms. Knowlton updated the Board on the various increases and decreases of the professional services positions that were made according to the needs of students. It was noted that The Hope Academy will not purchase ELL services from Meeting Street this year. Mr. Diaz will serve as ELL Coordinator and will seek to hire a part time ELL teacher. She then explained and confirmed the continued implementation of the Response to Intervention (Rtl) program. Ms. Knowlton informed the group that The Hope Academy would be submitting a Consolidated Resource Plan (CRP) application and that Mr. Diaz is in the process of creating a School Improvement Plan (SIT) as dictated by the The Hope Academy by-laws.

Ms. Knowlton notified the Board that we are awaiting the RIDE report regarding the Site visit that took place in April. She apprised the Board of the continuing state of affairs regarding Charter School

**legislation. A discussion ensued with members voicing concerns on how to best communicate with parents regarding the ongoing fluid situation.**

**Other Business - Chairman Lombardi then asked members of the evaluation committee which consists of Mr. Deragon, Mr. Ortiz and Ms. McMullen, to prepare to meet and update the Board on their progress at the next meeting. Chairman Lombardi then asked if there was any other business and there being none, moved to adjournment**

**Adjournment -The Chairman asked if there were any further questions and upon there being none, thanked the group and asked for a motion to adjourn. Mr. Harvey made a motion to adjourn, seconded by Ms. Rodriguez, and unanimously approved and the Board adjourned at 9:45 a.m.**

**Respectfully submitted,**

**Deborah Malachowski  
Secretary Pro Tem**